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Chief Executive Officer

County of Los Angeles CHIEF EXECUTIVE OFFICE

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October 11, 2011

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF HEALTH SERVICES:
ESTABLISH CAPITAL PROJECT AND APPROVE PROJECT BUDGET
FOR THE LA PUENTE HEALTH CENTER HEATING, VENTILATION, AND
AIR CONDITIONING REPLACEMENT PROJECT (CAPITAL PROJECT NO. 87072)
(FIRST DISTRICT) (3 VOTES)**

SUBJECT

Establish Capital Project No. 87072 for the La Puente Health Center Heating, Ventilation, and Air Conditioning Replacement Project and approve project budget.

IT IS RECOMMENDED THAT YOUR BOARD:

1. Find that the proposed improvements are categorically exempt under the California Environmental Quality Act for reasons stated herein.
2. Establish and approve Capital Project No. 87072 for the La Puente Health Center Heating, Ventilation, and Air Conditioning Replacement Project with a total Project budget of \$326,000.
3. Authorize the Internal Services Department, as the County's Purchasing Agent, to proceed with the acquisition of the equipment and installation for the heating, ventilation, and air conditioning system.

"To Enrich Lives Through Effective And Caring Service"

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Board of Supervisors
GLORIA MOLINA
First District

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Second District

ZEV YAROSLAVSKY
Third District

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Fifth District

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS

Approval of the recommended actions will establish Capital Project No. 87072 with the necessary replacement of the existing heating, ventilation, and air conditioning (HVAC) system at the La Puente Health Center (LPHC). It will also authorize the Internal Services Department (ISD), as the County's Purchasing Agent, to proceed with the acquisition and installation of the HVAC equipment.

The existing LPHC HVAC system is approximately 45 years old and experiences frequent breakdowns. Repairs and maintenance of the HVAC system are increasingly difficult as parts for the aging system are no longer widely available. During 2008 and 2009, the HVAC system required a variety of repair services on a monthly basis. Maintenance records indicate that the system is in a state of disrepair and needs to be replaced as soon as possible. The system cannot reliably cool the LPHC in an efficient and consistent manner and, therefore, it poses as an environmental health and safety hazard for both staff and patients especially during the warm summer season. Currently, the facility relies on numerous portable fans to keep hotspots cool throughout the facility. Windows are also opened in an attempt to increase airflow.

The proposed replacement will include, but not be limited to, removal of the old equipment, including air handler, associated ductwork, compressor and condenser. It will also include installation of a new 60-ton air handler/chiller, ductwork, compressor and condenser. This energy efficient system has the capacity to adequately cool and heat the facility during extreme weather months while reducing the facility's energy use.

Installation of the new system is estimated to be completed within 10 months following Board approval.

ISD will procure a single vendor that will be responsible for all aspects of the turn-key Project. This includes all necessary renovation work and incidental design services required to obtain applicable permit approvals for the equipment installation. The Department of Health Services' Capital Projects Division will oversee the Project to ensure that all work is completed on time and within budget.

The acquisition on the equipment for this Project falls under the statutory authority of the County's Purchasing Agent; however, because of the specialized nature of the installation and the need to meet certain code requirements, the service component associated with installation labor costs will exceed the authority of the Purchasing Agent. Therefore, Board approval is required for the Purchasing Agent to proceed with this aspect of the acquisition.

Green Building/Sustainable Design Program

The proposed Project will support your Board's Policy for Green Building/Sustainable Design Program, as the new HVAC system will have an energy-efficient design.

Implementation of Strategic Plan Goals

Approval of the recommended actions supports County Strategic Plan Goals of Operational Effectiveness (Goal 1) by investing in public infrastructure.

FISCAL IMPACT/FINANCING

The total estimated Project cost is \$326,000, including design work, equipment, installation, contingency, and other related Project costs. Sufficient appropriation is available in the Fiscal Year 2011-12 Capital Projects/Refurbishment Budget for the La Puente Health Center HVAC Project (Capital Project No. 87072) to fully fund the Project.

The proposed Project is funded with net County cost. The Project Schedule and Budget Summary are included in Attachment A.

Any amendments/changes to the Project, as awarded by the Purchasing Agent, shall be processed by the Purchasing Agent.

Operating Budget Impact

This Project will not have an impact on the current operational budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with your Board's Civic Art Policy adopted on December 7, 2004 and subsequently amended, civic art fees do not apply to the proposed Project (Capital Project No. 87072) since the Project costs are less than \$500,000.

ENVIRONMENTAL DOCUMENTATION

The proposed Project is categorically exempt from the California Environmental Quality Act (CEQA) according to Section 15301 (a) (d) and Section 15302 of the State CEQA Guidelines and Class 1 (d) of the Document Reporting Procedures and Guidelines because the Project provides for minor alteration, repair, or replacement of existing facilities and mechanical equipment involving negligible or no expansion of an existing use.

CONTRACTING PROCESS

This is a commodity purchase under the statutory authority of the County Purchasing Agent. The purchase will be requisitioned through and accomplished by the Purchasing Agent in accordance with the County's Purchasing policies and procedures, established by ISD.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The required work will be completed in phases during after peak summer months (see Attachment A, Project Schedule). In addition, all critical work requiring shut down of the existing system will be completed during off-hours in order to minimize disruptions to patient services.

CONCLUSION

Please return one adopted copy of this Board letter to the Chief Executive Office, Capital Projects Division, and the Department of Health Services, Capital Projects Division.

Respectfully submitted,



WILLIAM T FUJIOKA
Chief Executive Officer

WTF:RLR:DJT
SW:TF:zu

Attachment

c: Executive Office, Board of Supervisors
County Counsel
Art Commission
Health Services
Internal Services

Attachment A

**DEPARTMENT OF HEALTH SERVICES:
ESTABLISH CAPITAL PROJECT AND APPROVE PROJECT BUDGET
FOR THE LA PUENTE HEALTH CENTER HEATING, VENTILATION, AND
AIR CONDITIONING REPLACEMENT PROJECT (CAPITAL PROJECT NO. 87072)
(FIRST DISTRICT) (3 VOTES)**

I. PROJECT SCHEDULE

<u>Project Activity</u>	<u>Estimated Scheduled Completion Date</u>
Release of Solicitation Document	December 2011
Issue Purchase Order Contract	February 2012
Complete Design Documents	March 2012
Obtain Jurisdictional Approval	April 2012
Construction Substantial Completion	July 2012

II. BUDGET SUMMARY	
<u>Budget Category</u>	<u>Proposed Budget</u>
Design	20,000
Equipment	200,000
Installation	68,000
Planning Contingency	23,000
Testing/Inspection/Fees	15,000
Total Project Cost	\$326,000